

LASC HAZARDOUS CONDITION
PROCEDURAL CHECKLIST

COMMON COMMAND FUNCTIONS APPLICABLE TO ALL ELEVATED INCIDENTS

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| <input type="checkbox"/> Establish command and control of the incident | <input type="checkbox"/> Notify ESC (213) 840-4447 |
| <input type="checkbox"/> Make notifications to students and staff | <input type="checkbox"/> Notify Public Relations 323-241-5401 |
| <input type="checkbox"/> Notify College admin staff | <input type="checkbox"/> |

LASD

COLLEGE STAFF/STUDENTS

- | | |
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| <ul style="list-style-type: none"> <input type="checkbox"/> Notify Fire (if needed) <input type="checkbox"/> Complete a survey of the College - Assess affected areas <input type="checkbox"/> Assist with evacuation of staff/students (if campus is closed) <input type="checkbox"/> Notify Fire / HazMat <input type="checkbox"/> Establish Joint Fire / Sheriff's Incident Command Post <input type="checkbox"/> Request mutual aid (if needed) <input type="checkbox"/> Locate and assist any injured <input type="checkbox"/> Identify and secure immediate hazards, and notify the ICP/ EOC / College Administrators / Facility Manager <input type="checkbox"/> Secure campus buildings and control access <input type="checkbox"/> Control access to campus - Traffic direction and road closures. <input type="checkbox"/> Consider if Sheriff's Station relocation needed | <ul style="list-style-type: none"> <input type="checkbox"/> Notify College Sheriff's 323-241-5311 <input type="checkbox"/> Determine need to shelter in place or evacuate <input type="checkbox"/> Provide first aid if needed <input type="checkbox"/> Keep students in designated area until problem is resolved or receive further instructions <input type="checkbox"/> Send LACCD staff member to command post <input type="checkbox"/> Request facilities respond to command post <input type="checkbox"/> Assess location of chemical spill and determine appropriate action to take for safety of students <input type="checkbox"/> Shutoff ventilation system <input type="checkbox"/> Secure the area until the LASD Arrives <input type="checkbox"/> Notify District environmental health and safety |
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